



Common Council Meeting Minutes  
Tuesday, October 18, 2022, at 6:30 p.m.  
Chilton City Hall – Lower Level  
42 School St., Chilton, WI 53014

Pursuant to Section 19.84(2) and (3) of the Wisconsin State Statutes, notice is hereby given to the public, to the Tri-County News, the official newspaper of Chilton, and to those news media who have filed a written request for this notice that a meeting of the above-referenced was held at the date, time and location listed above.

This meeting was conducted both in City Hall and via remote conferencing due to a State of Emergency and federal, state, and local guidance on gatherings. Members of the public may join meeting through a Zoom link or call +1 312 626 6799 US (Chicago), Meeting ID: 970 4854 9352, Password: 434719.

Notice is hereby given that much of the Common Council of the City of Chilton, or a standing committee of that body were present at this meeting to gather information about the subject matter which they have decision making responsibility.

The above governmental body met to discuss and possibly act on the following agenda items as set forth below:

The regular meeting of the Chilton Common Council held at the Chilton City Hall was called to order at 6:30 p.m. by Mayor Tom Reinl.

**ROLL CALL:**

Council members Ron Gruett, Peggy Loose, Robbie Seipel, Rick Jaeckels, Kath Schmitzer, and Joe Schoenborn were present at roll call. Jon Kragh arrived at 6:32 pm. Other city officials present were Mayor Tom Reinl, City Administrator David DeTroye, Police Chief Craig Plehn, DPW Chris Marx, Fire Chief Ben Schoenborn, and Attorney Derek McDermott.

Also in attendance was Betty Schilling, Rachael Siehs, Dan DeTroye, and Dan Willming.

Those in attendance recited the Pledge of Allegiance.

**AGENDA:** Motion by Gruett seconded by Loose and carried by unanimous voice vote to approve the Common Council Agenda for October 18, 2022, as presented.

**REPORT OF OFFICERS:**

**MAYOR – Tom Reinl –**

- Mayor Reinl informed the council that the city was presented a letter from the law firm of Godfrey and Kahn who are representing the Koehler family. The city is working on a reply to their claims with legal counsel and it is due back on October 28<sup>th</sup>.
- Mayor Reinl updated the council with the dates of the budget process and asked if they had questions or concerns about the process that they reach out to him personally or other city staff.

**CITY ADMINISTRATOR - David DeTroye –**

- A total of nine (9) thank you letters were mailed last week to property owners who completed the suggested nuisance abatement in the months of August and September.
- City is still awaiting the health insurance renewal information. Last week staff met with McClone to review the initial property/casualty, liability, and workman's compensation renewal. An estimated 5-7% increase is expected.
- Proposed Fire Department Planning is complete, and bidding will start on 10/24/22 with a bid opening scheduled for 12/2/22.
- 10/6/22 – the city in conjunction with Calumet County met with members of the EPA, DNR and local business owners to discuss opportunities for East Main Street prior to reconstruction in 2023. The EPA

is offering a free technical design program to identify opportunities. The primary focus is creating a “walkable” area for this corridor.

**DIRECTOR OF PUBLIC WORKS – Chris Marx –**

- Citywide curbside leaf collection to begin on 10/24. Collection will continue until approximately November 18, or until weather conditions dictate otherwise
- Seasonal City Park closure to begin week of 10/24, all park restrooms will be winterized and closed for the season by 11/4. Spring opening normally to occur around 5/1.
- Annual fire hydrant flushing and maintenance underway. Winterization of hydrants to follow flushing and maintenance.
- Bid Documents are completed for the S. Madison St. utility reconstruction project. Bid opening 10/27.
- Underground utility construction has commenced on Bessy Lane. 13 new residential lots will be serviced by Sanitary Sewer, Storm Sewer, and Water. Street construction of Bessy Lane to be completed by 6/1/23.
- Clearing and grubbing for Chillington Meadows is complete. Underground Utility construction is underway. Utility construction phase expected to be complete in about 5 weeks.
- Final grading for Geiser Way has started. Asphalt operations scheduled to occur in the next 2 weeks on both Geiser Way and Irish Road.
- Sidewalk installation along Irish Road scheduled for week of 10/24. Also, yearly sidewalk maintenance and replacement in other areas of Chilton scheduled to occur in the next 2 weeks.
- Marx also addressed the water service leak on Lincoln Street last week.

**CHIEF OF POLICE – Craig Plehn –**

- Since the completion of evidence training, Capt. Kvalheim and Officer Petrie will be doing an audit of our evidence room. This is important for accreditation and proper evidence room management.
- I met with a local Police Chief to discuss a MOU on mutual aid response.
- I attended the City of Brillion Protection of Persons and Property committee where Ambulance Regionalization was discussed.
- We are currently conducting additional part time officer backgrounds.
- The department has been very busy this year. Not only is crime up nationally, but it is also up statewide. We are not immune to this in Chilton. The year to date we have already exceeded last year's totals in all categories. The department has exceeded last year's totals in both traffic and ordinance citations, warnings, parking tickets and arrests. We are often dealing with people who have been previously arrested but are out on bond only to issue another bond.
- Captain Kvalheim and I attended a Calumet County courthouse security meeting.
- I am happy to report I have finished the Departments 2022 federal Juvenile Justice and Delinquency Prevention Act survey and I am happy to announce that the department is complying.
- Captain Kvalheim and I will be attending Department of Justice Officer involved shooting training.

**Minutes:** Motion by Schmitzer, seconded by Schoenborn and carried by unanimous voice vote to approve the minutes of the council meeting held on October 4, 2022.

**Operator Licenses – None.**

**Payment of Bills:** Motion by Jaeckels, seconded by Seipel to pay all bills.

Roll Call Vote: Gruett, Jaeckels, Loose, Seipel, Kragh, and Schoenborn all cast Aye votes. Schmitzer abstained. 6 – 0 motion carried.

**Quarter 3 Financial Report –** Mayor Reinl highlighted portions of the year-to-date revenues and expenses. Motion by Loose, seconded by Gruett and carried by unanimous voice vote to approve the Quarter 3 Financial report as reported.

**Audience Participation:** None

**New Business:**

1. Special Event Permit – December 3, 2022, Parade of Lights – Motion by Loose, seconded by Jaeckels, and carried by unanimous voice vote to approve the special event permit application for Chilton

Chamber of Commerce Parade of Lights on December 3, 2022, contingent upon the organization supplying the updated liability insurance information.

2. Resolution # 1891 – 2045 Comprehensive Plan – Public Participation Plan – Establishing public participation procedures for the City of Chilton 2045 comprehensive plan update. Motion by Schmitzer, seconded by Gruett to approve Resolution # 1891 and waive the reading. Roll call vote – Schmitzer, Kragh, Loose, Gruett, Schoenborn, Jaeckels, and Seipel all cast aye votes. 7 – 0 motion carried.
3. Resolution # 1892 – Special charges for South Madison Reconstruction Project – Installation of sanitary sewer laterals and water laterals for the South Madison Street utility project. Motion by Loose, seconded by Schmitzer to approve Resolution # 1892 and waive the reading. Roll call vote – Schmitzer, Kragh, Loose, Gruett, Schoenborn, Jaeckels, and Seipel all cast aye votes. 7 – 0 motion carried.
4. Motion by Loose, seconded by Schmitzer to go into closed session under WI Statutes 19.85 (1) (e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Roll call vote – Schmitzer, Kragh, Loose, Gruett, Schoenborn, Jaeckels, and Seipel all cast aye votes. 7 – 0 motion carried.
5. Motion by Schmitzer, seconded by Gruett to return to open session. Roll call vote – Schmitzer, Kragh, Loose, Gruett, Schoenborn, Jaeckels, and Seipel all cast aye votes. 7 – 0 motion carried.
6. Lot A – TID – 7 – Motion by Schmitzer, seconded by Gruett to approve the sale of Lot A in TID # 7 to JG Willens Building LLC for the price of \$20,000.00 at the discretion of the City of Chilton Redevelopment Authority. Roll call vote – Schmitzer, Kragh, Loose, Gruett, Schoenborn, Jaeckels, and Seipel all cast aye votes. 7 – 0 motion carried.
7. Motion by Schoenborn, seconded by Loose to go into closed session under WI Statutes 19.85 (1) (c) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Roll call vote – Schmitzer, Kragh, Loose, Gruett, Schoenborn, Jaeckels, and Seipel all cast aye votes. 7 – 0 motion carried.
8. Motion by Loose, seconded by Schoenborn to return to open session. Roll call vote – Schmitzer, Kragh, Loose, Gruett, Schoenborn, Jaeckels, and Seipel all cast aye votes. 7 – 0 motion carried.
9. Hiring Firefighter Daniel Willming. Motion by Schoenborn, seconded by Jaeckels, and carried by unanimous voice vote to approve the hiring of Dan Willming as a firefighter pending pre-employment screening and physical. Dan introduced himself and gave a brief background. The mayor and council thanked Willming for his application and approval for hire.

**Communication:**

1. Library Board Agenda & Minutes were distributed.
2. Housing Authority Agenda & Minutes were distributed.

**Adjournment:** Motion by Loose seconded by Seipel to adjourn at 7:15 pm.  
Unanimous voice vote and carried to approve.

Meeting Minutes Prepared by:  
David DeTroye  
City Administrator/Clerk/Treasurer